

JEFFERSON TOWNSHIP

REGULAR MEETING

October 14, 2024

CALL TO ORDER:

The Jefferson Township Board of Supervisors' regular meeting was called to order by Chairman John Cypher, Monday, October 14, 2024 at 7:00 P.M. as advertised. All rose to pledge the flag.

ROLL CALL:

Those present were Chairman John Cypher, Vice-Chair. Lois J. Rankin, Supervisor Braden Beblo, Leo J. Rosenbauer, III Manager and Lois Fennell, Sec/Treas.

PUBLIC COMMENT ON THE AGENDA AS PRESENTED: None.

ANNOUNCEMENTS:

William Pitts from the Butler Eagle disclosed that he was audio recording the meeting. Chairman Cypher said that both he and Lois Rankin attended the Safety Day on Oct. 9, 2024.

MINUTES:

John Cypher *moved* to approve the Sept. 9, 2024 regular meeting minutes as written. *Seconded* by Lois Rankin. All agreed and *motion carried*.

FINANCIAL:

The list of bills paid between the Sept. 9th meeting and Oct. 14, 2024 totaled \$32,100.12 from the General Fund. Bills presented for payment from the General Fund this evening totaled \$103,427.27. No bills were presented for payment this evening from any other fund (State Fund, Impact Fee Fund, or the ARPA Checking.) The Balance of All Funds after payment of the bills presented totaled \$3,133,367.73. *Motion* by John Cypher to pay the bills presented, plus any bills that may become due prior to the November 11, 2024 meeting. *Second* by Braden Beblo. All agreed and *motion carried*.

RECREATION COMMITTEE:

The Recreation Committee met on October 2, 2024, the last meeting of this season. In the absence of Brian Patten, John Cypher gave a synopsis of that meeting. Baseball – no report. Softball reported that Fall Ball will run through mid-October. They are planning to do some off-season maintenance on Field #5. Soccer – no report. The Pool Association reported that winterization on the pool is almost finished. They will have a maintenance person position open for next year; go to their website if interested. They plan to leave prices the same for 2025. NEW BUSINESS: It was agreed that the park gates can be closed and locked for the winter the week of November 4th. PARK PROJECTS: Sophia Greene hopes to begin construction of the 'gaga ball pit' in early November. Leo Rosenbauer presented basic plans for the installation of two new bathroom units in the park - one between the Softball and T-ball fields (5 & 6) and one near the soccer concession stand. The Committee feels this is a great benefit to the park and thanks the township for adding these restrooms. There was discussion about the associations contributing to the cost of cleaning/servicing the restrooms, since the installations would decrease the use of port-o-johns. They will continue to discuss the matter. Leo Rosenbauer confirmed that he just received the engineering drawings today. He anticipates the road crew will be preparing the sites, but no date yet for delivery.

Leo Rosenbauer further confirmed that the engineering designs for the pool are still being finished. The Pool Assn. is considering closing around August 14, 2025. The bidding process is anticipated for Jan. or Feb. 2025, so a mid-August 2025 start for construction is feasible.

Baseball: Website: www.knochyouthbaseball.com

Pool: Website: www.sebcopool.com

Softball: Website: www.sagsa.org

Soccer: Website: www.knochsoccer.org

ROAD REPORT:

John Cypher gave the road report as submitted by the road foreman.

- Cross pipe and catch basin work on Frazier Rd. near O'Hara Rd. has been completed.
- Cross pipe and catch basin work on Bullcreek Rd. near Patterson Rd. was done with some bank stabilization. More fill and a pipe extension will be added to the bank as time and weather permit.
- The road crew did a sweep through the Township to repair low shoulder drop-offs on parts of the following roads in preparation for winter: Neupert, Keck, Riemer, Golden City, Frazier, O'Hara, Heller and Bullcreek.
- Five deteriorated blocks on the retainment wall at the park near the pool (next to the Legion Field) have been replaced. Other maintenance will continue at the park as needed.
- Service work on all the trucks is being done in preparation for winter.
- The Cat 930M payloader has been sent to Custom Application Specialists for some sandblasting and painting. It should be back in service by Oct. 30th.
- Some last-minute repairs need to be done to Great Belt Rd. on the west side between the township salt building and Ferraro Lane. Estimate received to 'repair and re-pave' was \$26,000! So, the road crew will be doing this work at a much lower cost.
- The salt spreaders will be put on the trucks at the first sign of a wet, freezing weather forecast.
- Snow fence installation is projected to start around Oct. 21st.
- The salt building cover was delivered; it will be put in a sealed wooden box for storage until it is ready to be installed. The road crew will observe when the old cover begins to deteriorate.
- A NOTICE is to be placed in the NEWSLETTER that the Road Crew will be blowing leaves out of the ditch lines and storm sewers to keep them from clogging up. The rights-of-way will be blown out several times near the end of October through December as the leaves fall. It was noted that more townships are using the type of blower we have; it was demonstrated in a recent class attended by Chairman Cypher and Bill Foertsch.

PLANNING COMMISSION:

Leo Rosenbauer reported on the September 16, 2024 Planning Commission meeting. Victor Wilczynski (Avas Enterprises, LLC) presented a revised land development plan for Austin's Place at 447 Dinnerbell Rd. It was noted by his engineer, Robert Mahler from Gateway Engineering, that the original plan was for a new building on the flag lot (Lot 2) with a small stormwater pond on the west side of Lot 1 to handle the stormwater which would flow onto the adjacent neighbor's property. Due to the adjacent property owner being unwilling to proceed with the proposed easement, the revised land development was submitted. The revised plan includes a new stormwater pond on the east side of Lot 1 which will handle the stormwater from Lot 2 (a proposed new structure) and the addition to the existing building on Lot 1 including the parking lot, gazebo, walkways, etc. It was further reported that the stormwater runoff from the long driveway (from Lot 2 and along Lot 1 to Dinnerbell Rd.) is directed to a dry extended detention basin at Dinnerbell Rd. (this discharge has been approved by PennDOT as it is in their right-of-way.) Mr. Mahler said they replied to HRG's letter of 9/11/24 this afternoon, so Leo Rosenbauer has not reviewed the response yet. Leo Rosenbauer noted that the addition to the existing structure is being proposed (which is used for clients) (former garage) plus a two-story walkway connecting the house to the addition. He also asked if the revisions to Lot 1 will be completed first, with the new structure on Lot 2 to follow later. Mr. Mahler confirmed this was the case. Evie Gross asked and was told that six additional clients will be served by the revised structure on Lot 1. The P.C. voted to recommend approval of the preliminary/final land development plan contingent upon satisfactory review of revisions suggested by HRG (letter of 9/11/24) which include the approval of the NPDES permit by DEP and submission of the Stormwater Operations and Maintenance Agreement. The Supervisors reviewed the revised plan this evening. *Motion* by John Cypher to approve the preliminary/final Austin's Place land development plan contingent upon 1) DEP approval of the NPDES Permit; 2) executed Stormwater Operations and Maintenance Agreement; and 3) sheet #100 to be signed; right-of-way

PLANNING COMMISSION, cont.:

bearings and distances added to the stormwater easements and basins being numbered consistently throughout the land development plans. *Seconded* by Lois Rankin. All agreed and *motion carried*. Discussion took place due to a Saxonburg Vol. Fire Dept. representative suggesting a possible dry hydrant on the pond (to be use for stormwater and for recreation) which would assist the fire dept. and may reduce the property owner's fire insurance premium. The property owners would be responsible for the cost. The owner agreed to look into this suggestion.

Mr. Jack Keihl's modification request was tabled last month. At that meeting the P.C. offered three options to build another non-residential structure on Lot 2, adjacent to his lot with an existing dwelling (Lot 1, 220 Hannahstown Rd.): 1) build a temporary structure. 2) remove the property line, which would eliminate the need for modification. 3) submit a simple land development for the proposed carport according to Chap. 22-601 (which would also eliminate the need for a modification.) Leo Rosenbauer reported this evening that Mr. Keihl called last week to say he will follow through with option #2 and will submit a lot-line consolidation; however, Graff Surveying will not be able to complete the work until early 2025. The P.C. voted to deny the original 'modification request' reviewed last month by the P.C. Leo Rosenbauer noted that Mr. Keihl's Lot Consolidation Plan has been submitted already for the P.C.'s Oct. 21st meeting.

Leo Rosenbauer noted receipt of the attorney's responses regarding Chap. 15 for final review and processing, which he will now be reviewing.

The P.C. reviewed Chap. 5 (Fire Prevention Code) and Chap. 6 (Conduct & Park Rules/Regs.)

UNFINISHED BUSINESS:

Motion by John Cypher to authorize quoting of and award of tree trimming (list: Frazier, W. Jefferson, Victory, Neupert, and Burtner Roads). *Second* by Braden Beblo. The project could be reduced to make it more economical to quote. If necessary to bid, the bids will be opened at the Dec. 9, 2024 meeting. All agreed and *motion carried*.

After some discussion, John Cypher *moved* to confirm the authority of the Township Manager to extend an offer to hire a secretary/treas. trainee at a rate and hours to be determined, subject to final approval by the Board of Supervisors. *Second* by Braden Beblo. All agreed and *motion carried*.

NEW BUSINESS:

The 2024 Budget Introduction was distributed to the Board of Supervisors prior to tonight's meeting. The first discussion/review will be at the Nov. 11, 2024 advertised regular meeting, unless the Board wants a budget workshop. After a brief discussion, the Supervisors agreed to 'no' workshop.

Saxonburg Borough's Mayor, Bill Gillespie, Jr. attended to discuss a possible meeting with the Borough Council to discuss a possible 'intergovernmental agreement' about maintenance of Constitution Ave. (and perhaps other shared roads.) *Motion* by John Cypher to appoint 'himself' (voluntarily) to represent Jefferson Township at the Saxonburg Council meeting. *Second* by Lois Rankin. All agreed and *motion carried*. After further discussion about possible other police services, John Cypher *moved* to appoint 'himself' (voluntarily) to represent Jefferson Township at the initial meeting with Saxonburg Police Officers to discuss possible police coverage within the Township. *Second* by Braden Beblo. All agreed and *motion carried*.

Motion by John Cypher to approve the Liberty Pointe Drawdown #5 and #6 as presented. HRG has reviewed and approved both with minor adjustments. *Second* by Braden Beblo. All agreed and *motion carried*. Total of Drawdown #5 and #6 is \$264,326.00.

Motion by John Cypher to approve Resolution #534 Establishing a policy to notify property owners of 'intent to remove hazardous or dangerous trees' and the 'form of notice'. *Second* by Braden Beblo. All agreed and *motion carried*.

NEW BUSINESS, cont.:

Motion by John Cypher to adopt Resolution #535 for ‘reapplication to the Commonwealth Financing Authority for a Statewide Local Share Assessment Grant of \$555,000.00 for pool funding.’ The Township has applied twice for this funding (varied amounts). The manager was told that if we do not hear from them on these prior applications by the first of November that we ‘should proceed to apply’ for the next round (which is due Nov. 30, 2024). *Second* by Braden Beblo. All agreed and *motion carried*.

PUBLIC BUSINESS OR COMMENT:

Chris Stephenson from Bullcreek Rd. attended to discuss his situation on Bullcreek Rd. Since last month, the township manager and road foreman flagged the right-of-way (in lieu of Mr. Stephenson having to get a survey.) Mr. Stephenson still wants to put the proposed ‘rocks’ on the line (1/2 township side and 1/2 on his side). He also has to consider the front yards. Leo Rosenbauer said he has contacted LTAP, but they cannot do site visits until funding is released and since they are the ‘experts’ on these matters the Township needs their input. Again, John Cypher reiterated that the Township officials cannot allow anything in the township right-of-way due to liability. It is hoped that LTAP could come up with a solution. There was discussion and the township officials ‘understand’ Mr. Stephenson’s situation, but their hands are tied.

MISC. BUSINESS:

CCR Bundle UP Butler ‘donation box’ (approved at the July meeting) has been placed in the hallway outside the office door (mid-Sept.) Collections were due by Oct. 7th at the township building. CCR removed the box and took the contents for the CCR event that took place on Oct. 11, 2024.

‘Hang Tough Stockings Stuffed with Love & Care’ event flyer was received on 10-3-24 and has been placed on the website ‘home page’ for the public to view. It lists donations needed and volunteer opportunities. More information is available at www.hangtoughstockings.com or by calling 724-856-0222.

TRICK OR TREAT is scheduled for Halloween night as in past years - Oct. 31, 2024 - 6 to 8 PM. The Butler Radio station and Butler Eagle have contacted the office to inquire and were advised of the date/time.

C.J. Burns, our Emergency Management Coordinator, was notified of the “Tri-County Emergency Management Boot Camp” scheduled for 10/12/24 (Sat.) A copy of the email from Butler Co. Emergency Management was distributed to the Supervisors, since Elected Official were included in the invitation.

The MS4 waiver renewal paperwork was completed by HRG and a check for the ‘renewal fee’ of \$500 was sent with the renewal application to the DEP.

The Township has received the Pension Allocation for 2024 of \$20,170.90. The check to PSAB MRT is included in the bills presented this evening.

The Township has received the State Foreign Fire Tax Allocation of \$33,692.75. The check to Saxonburg Vol. Fire and Relief Assn. is included in the bills presented this evening. The secretary/treas. will prepare the 706 B report required by the state.

Bonus Accounting has indicated that they can do the Jefferson Township ‘2024 Audit’ at the same rate as the prior audit for 2023 (\$5,500). *Motion* by John Cypher to authorize the advertisement of the intent of the Supervisors to appoint a CPA (accounting firm) at their Jan. 6, 2025 meeting 'to examine all of the accounts of the Township for the fiscal year 2024'. *Second* by Braden Beblo. All agreed and *motion carried*.

MISC. BUSINESS, cont.:

The sec/treas., appointed representative to the Butler County Tax Committee (BCTCC), attended their bi-annual meeting on Sept. 24, 2024. The current contract ends on 12/31/26. They are working on an 'early renewal' and asking the municipalities and school districts if they agree with an early renewal. The current cost deducted from the receipts of the Earned Income Tax is 1.45%. *They are looking at a 7-year option (first 3 years at 1.40%) vs. a 10-year option (first 4 years at 1.40%. Whichever option is offered, the percentage after the discount period will go back to 1.45% (as is currently charged.)* Motion by Braden Beblo to approve the 'early renewal proposal of the contract with Berkheimer' preferably under the 10-year option, subject to approval by all the municipalities and school districts in Butler County. *Second* by Lois Rankin. All agreed and *motion carried*.

ATTENDANCE:

Those in attendance were Evie Gross, William Pitts (Butler Eagle), Doug Lefever, Robert Veselich, Dave Gillette, Joseph Beachem, William Gillespie (Saxonburg Borough Mayor); C. J Burns (EMC), Jim Rankin, Chris Stephenson, Wilczynski (Avas Enterprises, LLC), and Robert Mahler (Gateway Engineers).

ADJOURN:

John Cypher *moved* to adjourn at 9:10 PM on Oct. 14, 2024. *Second* by Braden Beblo. All agreed and *motion carried*.

NEXT MEETING:

The next scheduled meeting is Monday, November 11, 2024 at 7:00 P.M. at the municipal building - 157 Great Belt Rd., Butler, PA 16002. This is Veteran's Day, but the Board agreed to leave the meeting as scheduled and advertised.